

February, 4, 2026

CITY COMMISSION OF THE CITY OF MUNISING
301 E SUPERIOR ST
MUNISING, MI 49862
AGENDA
WEDNESDAY, FEBRUARY 4, 2026
6:00 P.M.

- A. CALL TO ORDER THE REGULAR COMMISSION MEETING, PLEDGE OF ALLEGIANCE,
ROLL CALL
- B. PUBLIC COMMENT (4 MINUTE LIMIT)
- C. PRESENTATION: SAFE ROUTES TO SCHOOL
 - 1. Approve Safe Routes to Schools Resolution (Roll Call Vote)
- D. CONSENT AGENDA
 - 1. DDA January Minutes
 - 2. City Commission Meeting Minutes 1-21-2026
 - 3. List of Bills
- E. OLD BUSINESS
 - 1. Wastewater Treatment Facility Improvement Project USDA PER
Funding Application-Tabled from 1-7-2026
 - 2. Coleman Engineering Project Updates
 - 3. Performance Resolution for Municipalities adding Coleman
Engineering to Title and/or Name
- F. New Business
 - 1. Coleman Engineering Washington St. Community Facilities
invoice \$5,821.50
 - 2. Coleman Engineering Washington St. Sewer invoice \$5,812.25
 - 3. Coleman Engineering Washington St. Water invoice \$5,829.50
 - 4. Coleman Engineering 2026 Lead Service Line Replacement
invoice \$19,531.75
 - 5. Coleman Engineering TMF Grant invoice \$5,304.75
 - 6. City Manager Report
 - 7. Treasurer Graph Decision
 - 8. Road Closure Request: Veteran's Memorial Drive June 11th,
noon through Saturday June 13th 8:00 p.m. Pictured Rocks
Days
 - 9. Request for Pictured Rocks Days to be Sole Vending/Selling
Opportunity at Park June 11th through June 13th, Registration
through Alger County Chamber of Commerce Building
 - 10. Budget and Fund Balance Discussion
- G. CORRESPONDENCE
- H. PUBLIC COMMENT (4 MINUTE LIMIT)
- I. ADJOURNMENT

CITY COMMISSION

Official Proceedings

February, 4, 2026

- A. CALL TO ORDER THE PUBLIC HEARING AND REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

The Regular meeting of the City Commission was duly called and held on Wednesday, **February 4, 2026** in the City Commission meeting room of City Hall. Mayor Berry called the meeting to order at 6:00 p.m.

PRESENT: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
ABSENT: None

- B. Public Comment (4 MINUTE LIMIT)

There were no public comments.

- C. PRESENTATION: SAFE ROUTES TO SCHOOL

Michelle Harrison, Mike Travis, Kevin Trevillian, Nicole Lasak, and Shannon DeFrancesco presented the Safe Routes to School Project, explained their needs, the work that has been done, the data gathering, and the engineering.

1. Approve Safe Routes to Schools Resolution (Roll Call Vote)

Moved by Commissioner DesJardins to approve the Safe Routes to School Resolution. Supported by Commissioner Prunick.

Roll Call Vote

Approved: Yeas: Commissioners: DesJardins, Prunick, and Mayor Berry
Nays: Commissioners: Wilkinson and Burge

- D. CONSENT AGENDA

1. DDA January Minutes
2. City Commission Meeting Minutes 1-21-2026
3. List of Bills

Moved by Commissioner Burge to approve the Consent Agenda as presented. Supported by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

- E. OLD BUSINESS

1. Wastewater Treatment Facility Improvement Project USDA PER Funding Application-Tabled from 1-7-2026

Moved by Commissioner Wilkinson to approve the funding application for the Wastewater Treatment Facility Improvement Project USDA PER. Supported by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

2. Coleman Engineering Project Updates

Scott Nowak and Kelly Heidbrier gave brief update on City engineering projects and answered Commission questions. They will be providing monthly meeting minutes to accompany invoices going forward.

3. Performance Resolution for Municipalities adding Coleman Engineering to Title and/or Name

Moved by Commissioner DesJardins to approve the Performance Resolution for Municipalities adding Coleman Engineering to title and/or name. Supported by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry

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Nays: None

F. New Business

1. Coleman Engineering Washington St. Community Facilities
invoice \$5,821.50

Moved by Commissioner DesJardins to approve invoice 58934 in the amount of \$5,821.50 for the Washington St. Community Facilities project. Supported by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

2. Coleman Engineering Washington St. Sewer invoice \$5,812.25

Moved by Commissioner DesJardins to approve invoice 58935 in the amount of \$5,812.25 for the Washington St. Sewer project. Supported by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

3. Coleman Engineering Washington St. Water invoice \$5,829.50

Moved by Commissioner DesJardins to approve invoice 58936 in the amount of \$5,829.50 for the Washington St. Water project. Supported by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

4. Coleman Engineering 2026 Lead Service Line Replacement
invoice \$19,531.75

Moved by Commissioner DesJardins to approve invoice 58931 in the amount of \$19,531.75 for the 2026 Lead Service Line Replacement project. Supported by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

5. Coleman Engineering TMF Grant invoice \$5,304.75

Moved by Commissioner DesJardins to approve invoice 58933 in the amount of \$5,304.75 for the TMF Grant. Supported by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

6. City Manager Report

Moved by Commissioner Burge to approve the City Manager's Report. Supported by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

CITY OF MUNISING
MUNISING, MICHIGAN 49862
EXECUTIVE MEMORANDUM

SUBJECT: MISCELLANEOUS TOPICS

General Business/Operations Update

February, 4, 2026

- Contract Language Updates - Ray Anderson - to begin, he will work a handful of hours, then check in with the City Manager.
- 4th of July Celebration - Will be meeting with the 4th of July Planning team to get the rundown on the event and go over any needs from the City.
- FY2027 Budget - Departmental meetings begin this week and will continue for another few weeks.
- Coleman Engineering - Set up monthly project check-in meetings.
- U.P. City Managers Spring meet up - Will be held in Munising. Dates and details are in progress.
- Polar Plunge - Police Team and City Manager will be plunging on February 14th.
- City Charter - Coordinating with Sue and Bill on the process, information will be rolled out soon.
- Alger County Parks and Rec-Fee - Consulting with Bill. The Township will pay the higher per-person fee at the beginning of its fiscal year, which begins April 1st. They have not yet paid the higher fee.
- Review of Ordinances - Would like to get this moving along again, plan to get this in motion to come later in February.

Projects/Operations Update

- Non-Motorized Transportation Plan - Received a revised plan from Coleman - need to review.

Action - Send any comments to Michelle.

- Safe Routes to Schools (SRTS) - This will be a separate item for the February 4th meeting; however, additional information about the grant and the efforts completed today have been reviewed. Coordination with the school and other stakeholders is in progress.

Action - Decision on a resolution of support from the City.

- Drinking Water Lead Service Line Replacement - Coleman Engineering - 90% Plans and specifications were submitted on time. City staff have a few more service lines to check and will be doing so through February 13th.

Letters will be going to residents with lead service line concerns in the next few weeks. Letters were drafted and are included in the City Commission packets for general review. Bill Nordeen has reviewed/approved the letters.

Action - no action needed by the Commission at this time.

- Planning Commission - Zoning issue continues related to the "salvage" yard located in the downtown district. A citation for a zoning violation (salvage yard is not allowed in the Downtown Zoning district. The citation is being fought, and a pre-trial hearing was held on 1/26; the next hearing will be at the end of February.

Action - no action needed by the Commission at this time.

- Park Service Project (Washington Street Non-Motorized Path) - Met with Park Service Staff and got an overview of project alternatives. I plan to attend another planning meeting on February 18th.

Action - no action needed by the Commission at this time.

- Bayshore Marina Policies - City staff is working on drafting policies and procedures. The goal is to have a document outlining the slip rental procedures. The goal is have the procedures ready by the time slip rental letters go out. This is a tight timeline.

Action - no action needed by the Commission at this time.

- Coleman Engineering Projects - Coleman staff will be at the meeting to provide updates and answer questions. Project List:
 - Campground Bathroom/Shower Building Rehab
 - Campground High Sodium Issue
 - U.S. Department of Agriculture - Rural Development - RD Washington Street
 - EGLE - Technical, Managerial, and Financial (TMF) Grant
 - Drinking Water State Revolving Funds (DWSRF) Lead Service Line Replacement

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- o Park Service: Water Main Extension on H-58 (Park Service Project - Coleman is a sub-consultant on this project)
- o Munising Boat Access Site (BAS) - Phase 2
- o Non-Motorized Transportation Plan
- o Department of Public Works (DPW) Building Feasibility Study (on hold)
- o WWTP Upgrades (see dedicated agenda item)
- o Water Distribution System - Hydraulic Analysis
- o Safe Routes to School

7. Treasurer Graph Decision

The Commissioners like what was presented, the graphs will be provided on a quarterly basis.

8. Road Closure Request: Veteran's Memorial Drive June 11th, noon through Saturday June 13th 8:00 p.m. Pictured Rocks Days.

Moved by Commissioner DesJardins to grant the road closure request as presented above. Supported by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

9. Request for Pictured Rocks Days to be Sole Vending/Selling Opportunity at Park June 11th through June 13th, Registration through Alger County Chamber of Commerce Building

Moved by Commissioner Wilkinson to approve the request for Pictured Rocks days to be the sole vending/selling opportunity at the park June 11th-June 13th with registration going through the Alger County Chamber of Commerce Building. Supported by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

10. Budget and Fund Balance Discussion

Discussion was had between Commissioners and Treasurer Seaberg regarding prioritizing the upcoming budget and how the Commission would like to move forward with City planning.

No Action Taken.

G. CORRESPONDENCE

A sample of the Service Line Replacement Letter was provided

H. PUBLIC COMMENT (4 MINUTE LIMIT)

County Commissioner Dean Seaberg gave public comment on the Safe Routes to School project and the possible impact on emergency services.

James Peterson commented on Safe Routes to School and the need he sees acting as a Crossing Guard for the school

I. ADJOURNMENT

Moved by Commissioner DesJardins to adjourn the regular meeting of the City Commission. Supported by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

The meeting adjourned at 7:44 p.m.

Chris Berry, Mayor

Mary Artress, Deputy Clerk

LIST OF BILLS

42129	USA BLUE BOOK	1,350.37
42130	MADIGAN'S HARDWARE	298.41
42131	D'MITRI PETERS-VANLANDSCHOOT	25.00
42132	US BANK EQUIPMENT FINANCE	163.54
42133	HAVILAND PRODUCT CO	1,258.80
42134	PETERS, SHEILA	237.25
42135	ANDERSON, TACKMAN & CO.	8,300.00
42136	COLEMAN ENGINEERING COMPANY	1,468.50
42137	U.P. PROPANE	189.90
42138	VISION SERVICE PLAN	479.80
42139	DRUG SCREENS PLUS	275.00
42140	QUILL CORPORATION	106.17
42141	DTE ENERGY	5,718.57
42142	MOTOROLA SOLUTIONS	85.71
42143	BENDZINSKI & CO MUNICIPAL FINANCE	1,000.00
42144	WEX BANK	10,159.54
42145	GREATER MUNISING BAY	5,000.00
42146	POWERPLAN	1,110.68
42147	HALRON LUBRICANTS INC	827.13
42148	CORE & MAIN LP	7,164.50
42149	OLSEN & OLSEN BUILDING CONTRACTORS	24,923.54
42150	COLEMAN ENGINEERING COMPANY	7,626.25
42151	COLEMAN ENGINEERING COMPANY	5,922.25
42152	COLEMAN ENGINEERING COMPANY	10,308.75
42153	LASCO	688.94
42154	MEDSURETY, LLC	615.00
42155	UPPER PENINSULA RECREATION INC	281.60
42156	UPPER PENINSULA POWER CO.	26,893.27
42157	ANSER SERVICES	99.00
42158	ROAD MACHINERY & SUPPLIES CO	933.00
42159	UP INTERNATIONAL TRUCK	105.88
42160	MILLER BRADFORD & RISBERG	40.60
42161	ALGER PARKS & RECREATION	5,461.50